GSA Committee Representatives Descriptions

ACADEMIC INTEGRITY – 1 Graduate Student - The Academic Integrity Committee meets quarterly, or as required, to develop/review the Academic Integrity Policy and report and/or make recommendations to Senate regarding appropriate policy, procedure, and institutional benchmarks for academic integrity. Its mandate shall include, but may not be limited to, monitoring the Academic Integrity Policy and providing suggestions to the Academic Integrity Officer in the establishment of an annual plan that encompasses the awareness, promotion and implementation of educational strategies for the institution.
Time Commitment: One meeting each term

ACADEMIC REVIEW – 1 Graduate Student – A special committee of Senate responsible for the coordination, monitoring and implementation of all aspects of the Internal Quality Assurance Process (IQAP). Oversees and monitors the IQAP from the initiation of a review or introduction of a new program to the final assessment report and recommendation to Senate, oversees cyclical reviews of programs at both the undergraduate and graduate levels.
Time commitment: 2 hour meetings/weekly (currently Friday 9-11 am) from Sept to June, 1 hour/week average prep time.

ACCESSIBILITY ADVISORY – 1 Graduate Student – The committee generally meets once per month from September to June from 4:30 pm to 7:00 pm. A light dinner is served from 4:30 to 5:00 pm and the meeting takes place from 5:00 to 7:00 pm. Occasionally, members are asked to sit on Ad Hoc committees in order to accomplish specific tasks, however this commitment is voluntary and the request is not frequent.
Time commitment: Approx. 3.5 - 4 hours a month (2.5 for the meeting and an hour to review minutes and any items for the agenda).

ALUMNI ASSOCIATION BOARD – 1 Graduate Student (ex-officio member) – Planning activities and events for Brock Alumni.
Time commitment: Meetings 4-5 times a year, beginning in Sept.

COPYRIGHT ADVISORY – 1 Graduate Student (voting member) – The committee is not currently meeting (5/5/14).
Time commitment: none at the moment.

GRADUATE COUNCIL – GSA President (voting member) – The purpose of the Council is to provide a forum to exchange and discuss ideas and information about graduate programs and to advise the Dean of Graduate Studies on all matters pertaining to graduate studies as appropriate. This could include, but would not be limited to:

a. Maintain the quality and standards of graduate programs
b. Exchanging policy and procedures developed within departments/programs
c. Facilitating consistency among graduate programs, as appropriate
d. Advising on policy matters pertinent to graduate programs
e. Identifying priorities for institutional funding commitment
f. Encouraging activities of the Graduate Students' Association and receive input from the Association

Time Commitment: 1 ½ hour meetings/monthly from Sept to May.

GOVERNANCE – 1 GSA Senator – This Senate standing committee attends to all matters related directly to the welfare, constitution and conduct of Senate. Provides leadership in identifying policy needs and initiatives, Senate committee composition, nominations for honourary degrees, recommends changes to Bylaws of Senate or Faculty Handbook when necessary, advises, recommends, acts for Senate when needed, high-level governance oversight of the implementation of the Brock University Integrated Plan, recommends regarding proposals for a change in the name of academic units.
Time Commitment: 2 hour meetings/monthly from Sept to May.

INFORMATION TECHNOLOGY & INFRASTRUCTURE – 1 Graduate Student – Sub-committee of Senate - undertakes all those areas of policy and advice having to do with operations and planning for the whole University. Development and effective use of the physical resources of the University, anticipated growth/contraction of the academic/administrative sectors, policies and priorities to be adopted by the University concerning computing and communications resources, academic and administrative structures, University expenditures on computing and communication services.
Time Commitment: 1-2 hour meetings/monthly from Sept to May.

MAPPING THE NEW KNOWLEDGES CONFERENCE – 2 Graduate Students (voting member) – Planning committee for the Mapping the New Knowledges Graduate Student Research Conference and Workshops.
Time Commitment: 1 hour meetings/monthly from Sept to May.

OMBUDS ADVISORY –GSA VP Equity & External Affairs
Mandate - The Committee shall have three (3) main functions:

a) To be a sounding board and advisor to the Ombudsperson in regard to such matters as the Annual Report, its distribution, the promotion of the office, hiring and firing of staff working within the purview of the Ombuds Office, professional development plans, short and long term planning, additional duties, and so on;
b) To review the Ombudsperson's annual work plan; and
c) To advise the funding partners regarding the Memorandum of Understanding as it relates to the Ombuds service.

Time commitment – OAC meets bi-annually, or as required.

PLANNING, PRIORITIES & BUDGET ADVISORY – GSA VP Finance – This Senate standing committee undertakes the responsibility of Senate regarding advice to the Board of Trustees in respect to the operating budget's consistency with academic policy. The Senate Planning, Priorities and Budget Advisory Committee advise regarding:
a) the principles of allocation of the University budget;
b) the fiscal priorities of the University;
c) the fiscal challenges of the University;
d) the budget system and any proposed changes in the budget system of the University;
e) matters requiring institutional advocacy;
f) the operating budget's consistency with academic policy and its consonance with the goals of the University.
Time Commitment: 1-2 hour meetings/monthly from Nov to June.

RESEARCH & SCHOLARSHIP POLICY – 1 Graduate Student (voting member) – This Senate standing committee develops policy related to, but not limited to, research and scholarship, conceived of as mutually supporting and informing activities. Considers and advises on policy regarding research and scholarship, recommends the recipient of the annual Award for Distinguished Research and Creative Activity, advises on procedures for academic staff appointments, conditions for promotion and tenure, leaves and termination that are in the best interests of research and scholarship, advises on library policy and issues advises on library policy and issues, consults regarding the enhancement of research and scholarly opportunities.
Time Commitment: 1-2 hour meetings/monthly from Sept to May.

RESEARCH ON TAP (FGS) – 2 Graduate Students – Research on Tap is an FGS and GSA monthly series of events for graduate students intended to draw BOTH graduate students and faculty out from their field work, labs and studies, and come together in an informal and creative space. Held on the last Wednesday of the month, each evening will entail: a playful warm-up, intentional networking activities & creative research presentations.
Time Commitment: (August to April) - Pre-semester programming meetings (total: 2-4 hours), Monthly organizing meeting (1.5 hours), Event nights (3 hours).

SENATE GRADUATE STUDIES (SGSC) – 1 Graduate Student & 1 Senator (voting member) –
This Senate standing committee oversees and makes recommendations on all matters directly related to graduate academic programs and related policies, considering and pursuing policy initiatives to enhance the academic programs, well-being and reputation of the University. Conduct and regulation of graduate students, establishment of graduate program priorities, relationships between existing or proposed programs of study, admissions policies and standards, introduction of new categories of graduate degrees, development of teaching and learning initiatives, policies and regulations as they affect graduate students, annual updates to the graduate calendar, requirements and other regulations in regard to graduate scholarships, awards and bursaries, advises on library policy and issues as they relate to graduate studies.
Time Commitment: 2 hour meetings/monthly from Sept to April.

SPACE ADVISORY – 1 GSA Executive – Brock University committee formed to advise on buildings and space allocations for the university.
Time Commitment: 1 hour meetings/monthly.

STUDENT APPEALS BOARD – 1 Graduate Student – This Senate standing committee hears and adjudicates all undergraduate and graduate student academic appeals and is the final recourse for academic appeals. Adjudicate appeals from students relating to issues such as final grades, charges of academic misconduct, and early re-admission from suspension and debarment.
Time commitment: 3 hour meetings/month, few hours/month prep time depending on cases.

SUSTAINABILITY COORDINATING – 1 Graduate Student (voting member) – The University's Sustainability Coordinating Committee (SCC) was established in 2009 and is open to all entities of the University, with the Committee serving as a forum for the receipt and exchange of sustainability related information, practices, actions, initiatives, education, goods & services, etc. In this manner, participants are able to link-up with one another in mutually supporting adhoc groups to develop grass-roots initiatives or to improve on their sustainable practices.
Time commitment: 2 hour meetings (9-11 am), every 2 months from July to May.

TEACHING & LEARNING POLICY – 1 Graduate Student – This Senate standing committee develops policy related to, but not limited to, teaching and learning, conceived of as mutually supporting and informing activities. Recommends academic policy for meeting the University's goals regarding teaching excellence, instructional development, evaluation of teaching, and other matters related to University teaching and learning, recommends the recipient of the annual Award for Distinguished Teaching, advises on library policy and issues as they relate to teaching and learning.
Time Commitment: 1-2 hour meetings/monthly from Sept to May.

VITAE – Sub-Committee (FGS) – GSA VP Student Affairs & GSA President – Vitae is an academic and professional skills development program for graduate students. The program is coordinated by the Faculty of Graduate Studies along with the VITAE partners. The Vitae Partnership consists of 9 student service units working collaboratively to build curriculum tailored to address essential competencies and skills of the Graduate Degree Level Expectations and a breadth of personal and workplace skills.
Time Commitment: 1 partnership meeting/month plus additional consultation meetings on programming.

More detail on the Senate Standing Committee Mandates can be found at: http://www.brocku.ca/university-secretariat/facultyhandbook/section2#_genIndex49.

5/22/14